



DEPARTMENT OF THE ARMY
Headquarters, Fires UA, 4th UEx
Fort Hood, Texas 76544

REPLY TO
ATTENTION OF:

AFYB-DA-XO

26 August 2004

MEMORANDUM FOR RECORD

SUBJECT: HHB Fires Cup and Flower Fund

1. **PURPOSE.** The HHB Fires Cup and Flower Fund is a contributory fund established to build camaraderie among the officers assigned to the Fires UA staff and to purchase gifts for farewells, additions to families, condolences in the event of a loss, and other significant life events.
2. **DUES.** Any officer or warrant officer wishing to contribute to the HHB Fires Cup and Flower Fund has two options. The first option is an initial payment of \$50, followed by twelve monthly payments of \$5. Officers and warrant officers choosing either of these options will receive a framed guidon upon their departure from HHB Fires. The second option is a one-time only payment of \$30, which will defray the cost of flowers, cups, and other small gifts. The officers and warrant officers choosing this final option will not receive a departing gift.
3. **USES.** The HHB Fires Cup and Flower fund will be used to pay for the following and avoid the inevitable "passing of the hat" for the below events.
 - a. Framed guidons for departing officers and warrant officers.
 - b. Flowers for incoming and departing spouses, for all members (and family members) who are hospitalized, and for all members who suffer a loss to their immediate family.
 - c. Gifts for newborns.
 - d. Cards for birthdays and wedding anniversaries.
 - e. For any contingency, a simple majority of the members vote to approve.
4. **CUSTODIAN.** The Fires UA Adjutant will act as the custodian of the Cup and Flower Fund, the account for which will remain at Fort Hood National Bank as the "Fires UA Cup and Flower Fund."
5. **RESPONSIBILITIES.** The Fires UA Executive Officer will serve as the president of the fund; appoint committees to investigate contingencies as they arise; preside over quarterly fund meetings; and act as the arbitrator for all grievances. The Fires UA Adjutant will act as the fund custodian and make all purchases with fund money. Members will attend the quarterly fund meetings and keep the Adjutant and Executive Officer informed of any situation for which the expenditure of gifts is authorized.

6. TERMINATION. The Cup and Flower Fund may be terminated at any time by a simple majority vote of the members. A vote to terminate the fund will result in the donation of all remaining funds to the Iron Gunners Field Artillery Association.

7. POC for this memorandum is the MAJ Tymniak at 254-288-2939.

---Original Signed---

TIMOTHY DAUGHERTY

MAJ, FA

Fires UA Executive Officer